

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Establishment – Higher Education Department – Permission to surrender 15 days E.L for encashment fort the Financial year 2011-12 to Sri P. Prabhakar, Auto Driver, Higher Education Department – Accorded – Orders – Issued.

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HIGHER EDUCATION (OP) DEPARTMENT

G.O.Rt.No. 898 ,

Dated 08-12-2011
Read the following:-

Ref:- 1. Govt. Circular Memo No.14781-C/278/FR.I/2011, dt.22-06-2011.
2. From Sri P. Prabhakar, Auto Driver, Higher Education Deptt., dt.18.11.2011.
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In terms of orders issued in the reference first cited, Sri P. Prabhakar, Auto Driver, Higher Education Department is permitted to surrender 15 days of Earned leave, as the case may be for encashment with effect from 02.12.2011 for the Financial Year 2011-2012. He has earlier availed this concession as shown in column No.3 and the balance of E.L after the present availment of encashment of EL is shown in Column No.6 of the following Statement.

Sl. No.	Name of the Employee & Designation Sarvasri / Smt.	No. of days Previously Surrendered & date	No. of EL's at Credit as on date	No. of days Surrendered & date w.e.f which surrendered allowed	Balance of EL at credit after present encashment
1	2	3	4	5	6
1	P. Prabhakar, Auto Driver	15 02.11.2010	275	15 02.12.2011	260

2. The Higher Education (OP Claims) Department are requested to draw the pay and allowances for the number of days of Earned Leave Surrendered by the individual for encashment and disburse the amount to the individual.

3. The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad is informed that necessary entries have been made in the Service Book of the individual.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**R.M. DOBRIYAL,
SPECIAL SECRETARY TO GOVERNMENT**

To:

The individuals concerned.

The Higher Education (OP-Claims) Department.

The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad.

SF/SC

//FORWARDED BY ORDER//

SECTION OFFICER.